

STATE OF CALIFORNIA



MEMO

To : FISCAL COMMITTEE
VICTORIA RUSNAK, CHAIR
ANTHONY A. BATARSE, JR., MEMBER

Date: December 27, 2017

From : ROBIN PARKER
DAWN KINDEL
SUZANNE LUKE

Subject: BOARD FINANCIAL CONDITION REPORT FOR THE PREVIOUS
FISCAL YEAR

The following is a financial summary of the Board's expenditures and revenues through the 4th quarter of Fiscal Year 2016-2017.

<i>Expenditures</i>		<i>Revenue</i>	
Budget Appropriation	\$1,564,043	Beginning Reserve Balance	*adj \$1,440,338
Expenditures	\$1,389,779	Revenues	\$1,966,351
Unexpended Appropriation	\$174,264	Total	\$3,406,689
		Current reserve balance	\$2,016,910

The Board expended 89% of its appropriated budget through the fourth quarter of fiscal year 2016-2017.

Attached for your review is a detailed summary of the Board's fund condition as well as an itemized Revenue and Expense statement.

This memorandum is being provided for informational purposes only, and no Board action is required. If you have any questions prior to the Board Meeting, please contact me at (916) 323-1536 or Dawn Kindel at (916) 323-7201.

Attachments as stated

cc: Ramon Alvarez C., President

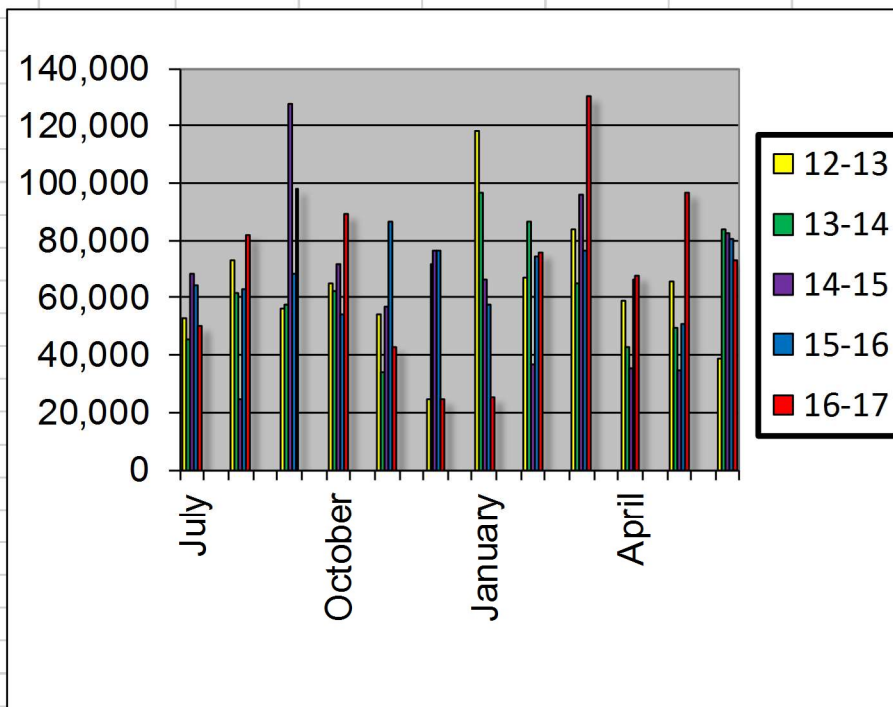
*additional expenditures will be deducted after release of Governor's Report (Pro Rata/DMV Administrative charges/SCO/Fiscal)

*adj – adjusted beginning balance after release of 'Detailed Fund Balance Report'

Revenue and Expenditures July 1, 2016, through June 30, 2017 - (100% of fiscal year)

Funds encumbered but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund.		
Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail.		

	12-13	13-14	14-15	15-16	16-17				
July	53,013.00	45,607.00	68,125.00	64,200.00	50,376.00				
August	73,243.00	61,800.00	24,600.00	62,700.00	82,057.00				
September	56,175.00	57,715.00	127,577.00	68,148.00	97,783.00				
October	65,145.00	62,325.00	71,935.00	54,000.00	89,275.00				
November	54,507.00	33,900.00	56,700.00	86,358.00	42,410.00	DEALER FEES FIVE YEAR COMPARISON			
December	24,508.00	71,746.00	76,132.00	76,272.00	24,600.00				
January	18,120.00	96,300.00	66,612.00	57,300.00	25,220.00				
February	67,025.00	86,792.00	36,900.00	74,528.00	75,410.00				
March	83,469.00	65,100.00	95,710.00	76,500.00	130,017.00				
April	58,635.00	42,648.00	35,644.00	66,600.00	67,375.00				
May	65,369.00	49,296.00	34,732.00	50,910.00	96,550.00				
June	39,000.00	84,000.00	82,746.00	80,230.00	72,860.00				
Ytd	758,209.00	757,229.00	777,413.00	817,746.00	853,933.00				



NEW MOTOR VEHICLE BOARD

EXPENDITURE REPORT FOR THE FOURTH QUARTER OF FISCAL YEAR 2016-2017

(100% of fiscal year)

ACCOUNT CODE	DESCRIPTION	BUDGETED AMOUNT	EXPENDITURE EAR TO DATE	%	BALANCE REMAINING	%
1000	PAYROLL EXPENSE					
0030	Salaries - full time staff	806,140	727,762.00		78,378	
0330	Salaries - part time staff	74,196	78,167.00		-3,971	
0830	Overtime	0	0.00		0	
0990	Salary Savings (minus)	0	0.00		0	
0020	TOTAL - salary expense	880,336	805,929.00		74,407	
1010	TOTAL - staff benefits	420,519	309,459.00		111,060	
CATEGORY TOTAL						
1000	PAYROLL EXPENSE	1,300,855	1,115,388.00	86%	185,467	14%
3000	OPERATING EXPENSE AND EQUIPMENT					
2010	General Expense					
2050	Dues and membership	4,000	3,226.00		774	
2230	Library purchases	10,000	8,190.00		1,810	
2260	Minor equipment	300	0.00		300	
2270	Office equipment - rent/ maintenance/ repair	200	0.00		200	
2380	Miscellaneous general expense	200	141.00		59	
2391	Miscellaneous office supplies	7,300	4,451.00		2,849	
2395	Meeting expense	2,000	375.00		1,625	
2010	Total - General Expense	24,000	16,383.00		7,617	

ACCOUNT CODE	DESCRIPTION	BUDGETED AMOUNT	EXPENDITURE EAR TO DATE	%	BALANCE REMAINING	%
2410	Printing					
2440	Office copier expense - rent/ maintenance	1,750	140.00		1,610	
2480	Miscellaneous printing expense	1,750	735.00		1,015	
2410	Total - Printing	3,500	875.00		2,625	
2610	Postage -meter rental & service, FedEx	9,000	3,542.00		5,458	
2910	Travel In-State					
2920	Lodging, mileage, misc.	2,000	835.00		1,165	
2940	Commercial air transportation	5,250	2,897.00		2,353	
2950	Rental cars / other travel expense	7,750	5,365.00		2,385	
2910	Total - Travel In-State	15,000	9,097.00		5,903	

3110	Travel Out-of-State				
3120	Lodging, mileage, misc.	1,000	0.00		1,000
3140	Commercial air transportation	1,000	276.00		724
3150	Rental cars	500	1,042.00		-542
3110	Total - Travel Out-of-State	2,500	1,318.00		1,182
3320	Training	3,038	1,191.00		1,847
3430	Rent - non State owned building	165,000	153,996.00		11,004
3445	Janitorial services	0	0.00		0
3450	Security services	550	0.00		550
3470	Facilities planning - DGS	10,000	3,321.00		6,679
3820	Professional services - internal (Attorney General)	12,000	26,259.00		-14,259
4020	Professional services - external (court reporters)	18,000	56,145.00		-38,145

ACCOUNT				BALANCE	
CODE	DESCRIPTION			%	REMAINING %
4324	Data processing software	0	0.00		0
4350	Data processing minor equipment	0	2,264.00		-2,264
4380	Pro rata statewide expense (101,864 TBA)	0	0.00		0
4520	Equipment replacement	600	0.00		600
CATEGORY TOTAL					
3000	OPERATING EXPENSE AND EQUIPMENT	263,188	274,391.00	104%	-11,203 -4%
1000	PAYROLL EXPENSE	1,300,855	1,115,388.00	86%	185,467 14%
3000	OPERATING EXPENSE AND EQUIPMENT	263,188	274,391.00	104%	-11,203 -4%
	Total - Payroll and Operating Expense	1,564,043	1,389,779.00	89%	174,264 11%
	Pro rata statewide expense (101,864) allotted ¹	(see above)	0.00		
	Encumbrance balance		0.00		
			1,389,779.00	89%	
	DMV Administrative charge (78,000) ³	78,000	78,000.00	100%	0
Grand total - fiscal year 2016-2017		1,642,043	1,467,779.00	89%	174,264 11%

¹ Pro rata statewide expense is budgeted and expended on a quarterly basis; however, it does not show as an expenditure on DMV's reports. The Board will deduct the Pro rata expense at the end of FY 16/17.

² Funds encumbered (for specific purchases) but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund.

³ DMV Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail - deduct end of FY 16/17.

Fourth Quarter

			July	August	September	October	November	December	January	February	March	April	May	June	YTD
Object Code 1213															
0100-New MV Dir Lic.			50,376.00	82,057.00	97,783.00	89,275.00	42,410.00	24,600.00	25,220.00	75,410.00	130,017.00	67,375.00	96,550.00	72,860.00	853,933.00
0200-NM VB Filing Fee			0.00	0.00	2,000.00	0.00	800.00	200.00	7,600.00	1,800.00	2,800.00	200.00	1,000.00	0.00	16,400.00
0300-NM VB Annual Fee			0.00	927,628.00	146,287.00	4,685.00	9,452.00	300.00	300.00	0.00	0.00	0.00	0.00	0.00	1,088,652.00
1213 Object Total			50,376.00	1,009,685.00	246,070.00	93,960.00	52,662.00	25,100.00	33,120.00	77,210.00	132,817.00	67,575.00	97,550.00	72,860.00	1,958,985.00
Object Code 1425															
0800-Misc. Services			0.00	0.00	219.00	0.00	1,396.00	0.00	0.00	0.00	243.00	0.00	2,337.00	29.00	4,224.00
1425 Object Total			0.00	0.00	219.00	0.00	1,396.00	0.00	0.00	0.00	243.00	0.00	2,337.00	29.00	4,224.00
Object Code 1614															
1000-Arbitration Program Fees	1		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,142.00	0.00	0.00	0.00	3,142.00
1614 Object Total			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,142.00	0.00	0.00	0.00	3,142.00
Revenue this Month			50,376.00	1,009,685.00	246,289.00	93,960.00	54,058.00	25,100.00	33,120.00	77,210.00	136,202.00	67,575.00	99,887.00	72,889.00	1,966,351.00
Revenue															
Year to date			50,376.00	1,060,061.00	1,306,350.00	1,400,310.00	1,454,368.00	1,479,468.00	1,512,588.00	1,589,798.00	1,726,000.00	1,793,575.00	1,893,462.00	1,966,351.00	1,966,351.00
			1	Reimbursement of costs associated with collection of Arbitration Certification Program Fees											

